

Finance Subcommittee Meeting
Thursday, December 10, 2020
Conducted by Remote Participation
4:00 pm – 5:00 pm

Meeting Minutes

Attendance:

Adam Chapdelaine, Sandy Pooler, Brian Rehrig, John Cole, Kate Loosian
Jim Burrows, Sy Nguyen, Skanska USA Building, Inc.

Call to order: 4:00 pm.

Adam Chapdelaine, Town Manager, opened the meeting conducted by remote participation as outlined in Governor Baker's order suspending certain provisions of the open meeting law on March 12, 2020, and explained how votes would be taken.

- **Consigli Pre-Con Additional Fee**
 - Discussion regarding Kate Loosian's analysis of Consigli's Additional Back-up. Kate opposes approving the additional costs for SD estimate was presented one year later.
 - Skanska agreed and noted that the SD estimate is in the contract.
 - Kate clarified that she provided her perspective and is open to the subcommittee to disagree with her or over-voting her and wanted to know what the rest of the Committee's thoughts are. The Committee agreed with Kate's comments.
 - Based on Kate's analysis, the Committee agreed to compensate Consigli for the following:
 - The three extra early bid packages at \$8K each (\$8K x 3 = \$24K).
 - Timberline cost estimate increase at \$6,507.80
 - Brian Rehrig asked regarding the VE process fee request. Skanska noted that this project was above the usual amount of effort required for VE, but it was within the contract regardless of the VE amount.
 - Brian Rehrig asked why Riggs included a markup cost.
 - Skanska answered that Riggs is a self-performing contractor (Consigli owned). Self-performing change orders.
 - **Sandy Pooler moved to approve paying \$30,507.80 of the Consigli Pre-con Additional Fee Request. Kate Loosian seconded the motion.**
 - **Adam Chapdelaine called a roll call vote:**
 - **Sandy Pooler: Yes**
 - **Brian Rehrig: Yes**
 - **Kate Loosian: Yes**
 - **John Cole: Yes**
 - **Adam Chapdelaine: Yes**
 - **Motion passed unanimously.**
 - John Cole requested that Skanska sends a response to Consigli with reasoning for each item. A formal response to each item to be sent by Skanska.
 - The subcommittee expressed they are happy to have a conversation with Consigli to explain the decision.
 - Kate Loosian left the meeting.

- **Requisition Review/Approval**
 - No comments on the payment requisitions for Parmenter, AHS, and Pre-Construction.
 - The subcommittee held the approval of requisitions until the end meeting.
- **Change Order Log**
 - Skanska explained the current change log takes a snapshot in time because everything is in the GMP – Pre-GMP Change Log. Skanska explained that they will still review and vet these change requests. Contingency burn will not go back to zero.
- **PFA Bid Amendment Process**
 - Skanska explained that the MSBA reassess the reimbursement based on GMP.
 - List of deliverables that Skanska needs to submit by MSBA by January 4, 2021:
 - Schedule of Values from Consigli
 - Cost Estimate Comparison
 - Legal Cert. Letter on bid savings.
 - Asbestos/UG Vault Schedule of Values
 - Pre-Construction Fee Summary
 - Amendments to date
 - Budget Revision Request
 - Skanska noted that there is a shift in the site work cost. Site work cost is capped, and because the site work number went up and over what MSBA will reimburse, the amount that shifted to site work will reduce the MSBA reimbursable amount. The grant money will come down somewhat, but we are under budget, so the Town's share should remain the same if not drop a little bid.
 - MSBA will review the documents and send comments with a revised reimbursement amount (PFA Bid Amendment).
 - The town will have a chance to respond. We will look at any opportunities to lower the Town's share.
- **Meeting Minutes Review (11/12/20)**
 - Edit Minutes to read "requires a 21-day notice for any changes".
- **Brian Rehrig moved to approve the amended 11/12/20 Meeting Minutes. Sandy Pooler seconded the motion.**
 - **Adam Chapdelaine called a roll call vote:**
 - **Sandy Pooler: Yes**
 - **Brian Rehrig: Yes**
 - **John Cole: Abstain**
 - **Adam Chapdelaine: Yes**
 - **Motion passed.**
- **Brian Rehrig moved to approve the following requisitions:**
 - **AHS Requisition No. 8 for \$2,216,705.94**
 - **Parmenter Requisition No. 8 for \$91,813.00**
 - **Pre-con Requisition No. 5 for \$46,900.00**
- **John Cole seconded the motion.**
 - **Adam Chapdelaine called a roll call vote:**
 - **Sandy Pooler: Yes**

- **Brian Rehrig: Yes**
 - **John Cole: Abstain**
 - **Adam Chapdelaine: Yes**
- **Motion passed.**
- **Other Discussion**
 - It was asked if Consigli is proceeding with JP Kennedy for the HVAC Trade.
 - Skanska confirmed that they were.
 - Committee asked about physical progress matching the project schedule.
 - Skanska noted that we are right up against schedule due to Eversource's delay, but Consigli is maintaining the schedule. Steel was a critical activity, now it's an extremely critical activity, but we believe that we are picking up time as we go.

Meeting Adjourned at 4:41 pm.